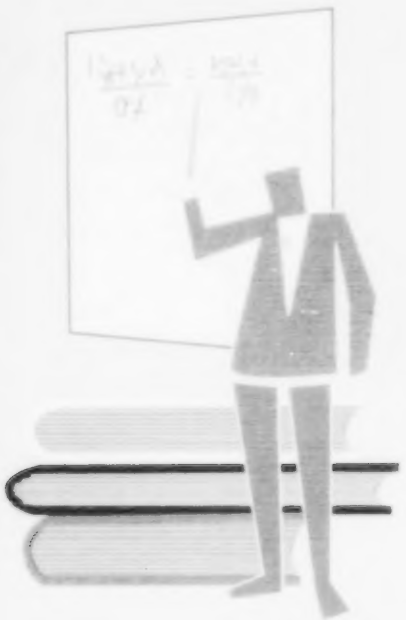
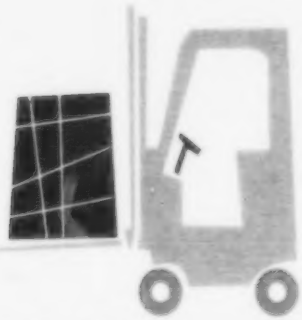
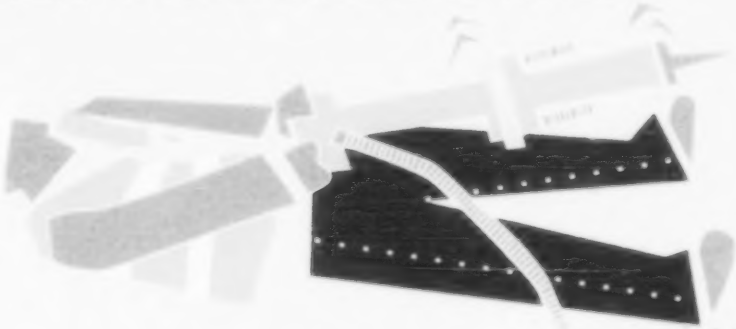




# High Demand

## Occupations in Manitoba



**January 2008**

*Aussi disponible en français*

Manitoba

# Report on

# High Demand Occupations in Manitoba

## January 2008

This report identifies occupations that are currently in high demand in Manitoba, and are expected to be in high demand over the next two years.

I. **High demand occupations** are those that employers are likely to have difficulties in filling. These usually involve a lengthy training period, which prevents rapid adjustment of supply to demand. A few occupations are included because of active recruitment. For those occupations there is generally a large supply of qualified or almost qualified people, as the jobs tend to have shorter training periods. Some NOC codes were revised in 2001 and they are used where applicable. These revisions are concentrated in the information technology occupations.

II. **High demand skills** can be either generic to many occupations or specific skills that are required for certain occupations.

III. **Aboriginal communities** in Manitoba have several specific occupations and skills requirements in their communities.

Wage rate information is based on an amalgamation of labour market data including Statistics Canada Census data, local wage surveys and various industry reports. It reflects starting and average wages that a job seeker could expect depending upon their level of experience. Wages could, however, vary considerably in some occupations depending on experience, location, non-wage benefits and other factors.

Unforeseen developments, such as significant changes in interest rates or adjustments in the value of the Canadian dollar, could significantly alter labour market conditions, even over the short term. The high-demand occupation list and comments are usually updated every six months, but may be done more frequently if warranted.

For further information on Manitoba's labour market, see:

**Manitoba Prospects, Career Planning Guide**

An insert to Manitoba Prospects, the Career Planning Guide summarizes over 200 Manitoba occupations, describing industries of employment, long term employment outlook, salaries, training and education routes and recommended high school courses.

Manitoba Competitiveness, Training and Trade
Service Canada, Manitoba Region
Manitoba School Counsellors' Association
www.manitoba.ca/cpg

**Manitoba Job Futures**

Manitoba Job Futures currently consists of 203 occupational profiles that provide detailed information on employment prospects, wages and salaries, skills, working conditions, and education/training routes. The profiles address current and anticipated conditions in the Manitoba labour market.

Manitoba Competitiveness, Training and Trade
Service Canada, Manitoba Region
mb.jobfutures.org

The High Demand Occupations Report lists occupations according to the National Occupational Classification (NOC) system. The NOC presents a structure for analyzing and understanding the labour market. The two major attributes of jobs used as classification criteria in the NOC are skill level and skill type (see appendix on page 20). Some NOC codes were revised in 2001 and they are used where applicable. These revisions are concentrated in the information technology occupations.

Comments or inquiries regarding this report may be directed to:

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Manitoba Competitiveness, Training and Trade
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www.manitoba.ca/lmi

# I. High Demand Occupations in Manitoba

| NOC | Job Title<br>Specific Qualifications/Skills | Starting/Average Salary | Industry/Sector | Region |
|---|---|---|---|---|
| | **MANAGEMENT** | | | |
| 0311 | **Health Care Manager** | Start: $55,000<br>Average: $75,000 | Hospitals, Long Term Care Facilities | All of Manitoba |
| 0611 | **Advertising and Marketing Manager**<br>Ability to identify customer/client needs and relate them to products and services. An ability to find new sales opportunities locally and globally. | Start: $45,000<br>Average: $60,000 | Manufacturing | Winnipeg |
| 0621 | **Retail Sales Manager** | Start: $24,000<br>Average: $42,000 | Retail | Winnipeg and Southern Manitoba |
| 0711 | **Construction Manager**<br>Continuing demand for construction managers. | Start: $52,000<br>Average: $65,000 | Construction | Winnipeg and Northern Manitoba |
| | **BUSINESS, FINANCE AND ADMINISTRATION** | | | |
| 1111 | **Accountant**<br>CA, CGA or CMA designations. | Start: $51,000<br>Average: $58,000 | Business Services All Industries | All of Manitoba |
| 1121/1223 | **Human Resources and Recruitment Officer**<br>Human Resource Officers with 3-5 years of experience working in the field.<br>Certified Human Resources Professional (CHRP) designation may be required. | **Human Resources Officer:**<br>Start: $36,000<br>Average: $55,000<br>**Recruitment Officer:**<br>Start: $31,400<br>Average: $46,500 | Construction, Professional Services, Financial Services, Manufacturing, Transportation | All of Manitoba |
| 1453 | **Customer Service/Information Clerk**<br>Ability to work with customers/clients in meeting their service needs.<br>French language skills. | Start: $19,760<br>Average: $32,000 | Customer Contact Centers, Retail Trade | Winnipeg and Brandon |
| 1454 | **Survey Interviewer**<br>Strong telephone and general computer skills.<br>French language skills. | Start: $19,760<br>Average: $27,040 | Customer Contact Centers | Winnipeg and Brandon |

| NOC | Job Title<br>Specific Qualifications/Skills | Starting/Average Salary | Industry/Sector | Region |
|---|---|---|---|---|
| | **NATURAL AND APPLIED SCIENCES** | | | |
| 2121.1 | **Food Processing Engineer**<br>(Not a Certified Engineer) Advanced degree in food science with specific training in mechanical systems design, maintenance and trouble shooting. | Start: $ 52,800<br>Average: $66,400 | Food Processing | All of Manitoba |
| 2123 | **Specialist Agronomist/Agrologist**<br>Skills in finance, research and marketing, and various specialties (soil survey, policy, food safety, livestock, etc.). | Start: $30,000<br>Average: $65,000 | Crop and Livestock Services, Financial Services, Government | Southern Manitoba |
| 2131 | **Civil Engineer**<br>Water and waste, and infrastructure. | Start: $38,000<br>Average: $60,000 | Professional Services, Municipal Governments | Winnipeg |
| 2132 | **Mechanical Engineer (Plant Engineer/Maintenance Engineer)**<br>AutoCAD, machining and HVAC design experience. | Start: $40,000<br>Average: $62,320 | Manufacturing, Aerospace | All of Manitoba |
| 2141 | **Industrial and Manufacturing Engineer**<br>Quality control and systems/workflow design skills. | Start: $36,000<br>Average: $53,500 | Manufacturing | Winnipeg |
| 2161 | **Actuary** | Start: $32,000<br>Average: $64,000 | Insurance | Winnipeg |
| 2171 | **Computer Systems Analyst**<br>Ability to consult with clients and provide innovative solutions for various business processes. | Start: $32,000<br>Average: $59,000 | Information Technology, Insurance, Manufacturing | Winnipeg |
| 2173 | **Software Developer/Engineer**<br>Visual Basic, C, Java, C++. | Start: $52,000<br>Average: $66,000 | Information Technology, Business Services | Winnipeg |
| 2211 | **Chemical Technologist and Technician**<br>Production and quality control. | Start: $25,000<br>Average: $42,200 | Health Care Products | Winnipeg and Southern Manitoba |
| 2231 | **Civil Engineering Technologist and Technician** | Start: $32,000<br>Average: $54,000 | Construction | Winnipeg and Southern Manitoba |

| NOC | Job Title<br>Specific Qualifications/Skills | Starting/Average Salary | Industry/Sector | Region |
|---|---|---|---|---|
| 2232 | **Mechanical Engineering Technologist and Technician** | Start: $30,000<br>Average: $49,000 | Manufacturing, Aerospace | Winnipeg and Southern Manitoba |
| 2233 | **Industrial Engineering Technologist and Technician**<br>Quality control. | Start: $25,000<br>Average: $44,000 | Manufacturing | Winnipeg and Southern Manitoba |
| 2241 | **Electrical and Electronics Engineering Technologist and Technician** | Start: $26,000<br>Average: $47,840 | Manufacturing | Winnipeg and Southern Manitoba |
| 2243 | **Industrial Instrument Technician** | Start: $32,000<br>Average: $68,000 | Manufacturing, Mining, Forestry | All of Manitoba |
| 2261 | **Non-Destructive Testing/Inspection Technician**<br>Experienced technicians qualified in a range of NDT techniques. | Start: $25,000<br>Average: $42,000 | Aerospace, Manufacturing | Winnipeg |
| 2263 | **Health and Safety Officer/Certified Public Health Inspector**<br>Health and Safety Officers with experience working in a variety of manufacturing and research settings.<br>Certified Public Health Inspectors with experience working in a variety of public settings (i.e. restaurants, daycares, etc.). | Start: $36,000<br>Average: $44,300 | Health Care Products, Manufacturing, Government | All of Manitoba |
| 2271 | **Pilot (Air Transportation) and Flight Instructor** | Start: $26,080<br>Average: $67,980 | Commercial Airlines, Cargo/Freight Airlines, Flight Schools, Agriculture, Government, Communications | All of Manitoba |
| 2282 | **Computer Support Technician**<br>Excellent communication and problem-solving skills with minimum two years of formal education.<br>French language skills. | Start: $28,000<br>Average: $43,000 | Customer Contact Centers | Winnipeg, Selkirk and Brandon |

| NOC | Job Title<br>Specific Qualifications/Skills | Starting/Average Salary | Industry/Sector | Region |
|---|---|---|---|---|
| | | **HEALTH** | | |
| 3111/<br>3112 | **Doctor/Physician**<br>Family physicians and a variety of specialties. Particularly specialists in emergency room medicine. | **Family Physicians:**<br>Start: $112,180<br>Average: $226,000<br><br>**Specialists:**<br>Start: $112,180<br>Average:$297,400 depending on specialty<br>*(These amounts are gross payments from which physicians must pay overhead costs)* | Hospitals, Private Clinics, Drug Research Companies | All of Manitoba for Family Physicians<br><br>Winnipeg for most Specialists |
| 3113 | **Dentist** | Start: $60,000<br>Average: $124,000 | Private Clinics | Rural Manitoba |
| 3114 | **Veterinarian/Veterinary Medical Officer**<br>Large animal veterinarians in private clinics. Various specialties (i.e. microbiology, pathology, etc.) in government. | Start: $45,000<br>Average: $59,700 | Private Clinics, Government | Rural and Southern Manitoba |
| 3121 | **Optometrist** | Start: $64,200<br>Average: $88,200<br>(varies depending on overhead costs) | Private Clinics | Rural Manitoba |
| 3131 | **Pharmacist** | Start: $46,000<br>Average: $61,600 | Hospitals, Retail Pharmacies | Mostly Rural Manitoba. Some demand in Winnipeg |
| 3141 | **Speech Language Pathologist** | Start: $53,870<br>Average: $58,240 | Hospitals, Schools, Private Clinics | All of Manitoba |
| 3152 | **Registered Nurse (RN)**<br><br>Ongoing demand for RNs in specialty care areas such as intensive care, emergency and operating room. | **Southern Manitoba:**<br>Start: $54,000<br>Average: $63,700<br><br>**Northern Manitoba:**<br>Start: $56,600<br>Average: $66,700 | Hospitals, Long Term Care Facilities, Home Care, Public Health, Health Care Products Research | Rural and Northern Manitoba.<br><br>All of Manitoba for specialty care areas |

| NOC | Job Title<br>Specific Qualifications/Skills | Starting/Average Salary | Industry/Sector | Region |
|---|---|---|---|---|
| 3152 | **Registered Nurse – Extended Practice RN (EP)**<br><br>RN(EP) is a new designation of a RN who has completed advanced care nursing education. | Start: $60,000<br>Average: $82,000 | Primary Health Care and Acute Care | All of Manitoba |
| 3152 | **Registered Psychiatric Nurse (RPN)** | **Southern Manitoba:**<br>Start: $54,000<br>Average: $63,700<br><br>**Northern Manitoba:**<br>Start: $56,600<br>Average:$66,700 | Hospitals, Long Term Care Facilities, Community | All of Manitoba |
| 3211 | **Medical Laboratory Technologist** | Start: $40,300<br>Average: $50,000 | Hospitals, Medical Laboratories | All of Manitoba |
| 3214 | **Respiratory Therapist** | Start: $50,100<br>Average: $56,900 | Hospitals | All of Manitoba |
| 3215 | **Nuclear Medicine Technologist** | Start: $53,030<br>Average: $63,300 | Hospitals | Winnipeg and Brandon |
| 3215 | **Radiological Technologist** | Start: $42,010<br>Average: $55,100 | Hospitals, Clinics | All of Manitoba |
| 3216 | **Medical Sonographer** | Start: $53,030<br>Average: $61,800 | Hospitals, Clinics | Winnipeg and Brandon |
| 3219 | **Prosthetics Technician** | Start: $51,400<br>Average: $67,700 | Hospitals, Clinics | All of Manitoba |
| 3222 | **Dental Hygienist** | Start: $46,540<br>Average: $71,750 | Private Clinics | Rural Manitoba |
| 3233 | **Licensed Practical Nurse**<br>Mostly part time. | Start: $41,330<br>Average: $46,800 | Long Term Care Facilities, Hospitals, Home Care | Northern and rural Manitoba |
| 3234 | **Primary Care Paramedic/Advanced Emergency Responder**<br><br>Advanced Emergency Responders for northern and remote communities.<br><br>Primary Care Paramedics for all of Manitoba. | Start: $26,000<br>Average: $38,480 | Cities, Municipalities, Air Ambulance Services | All of Manitoba |

| NOC | Job Title<br>Specific Qualifications/Skills | Starting/Average Salary | Industry/Sector | Region |
|---|---|---|---|---|
| **SOCIAL SCIENCES, EDUCATION, GOVERNMENT SERVICE AND RELIGION** | | | | |
| 4121 | **University Professor**<br>Engineering, information technology, accounting, finance, marketing, medicine, nursing, natural science, mathematics, statistics, psychology, economics. | Start: $42,500<br>Average: $79,000 | Universities | Winnipeg and Brandon |
| 4141/4142 | **Elementary School Teacher/Secondary School Teacher**<br>French Immersion, écoles françaises, Science, Mathematics and English as an Additional Language. | Start: $43,200<br>Average: $66,300 | Elementary Schools, High Schools, Adult Education Centres | All of Manitoba for Specialty Teachers<br>Northern Manitoba for all Teachers |
| 4152 | **Social Worker**<br>Child welfare workers. | Start: $33,300<br>Average: $45,800 | Child Welfare Agencies | All of Manitoba |
| 4153 | **Family and Marriage Counsellor** | Start: $27,000<br>Average: $41,600 | Private Practices, Counselling Agencies | Rural Manitoba |
| 4214 | **Early Childhood Educator (ECE)/Child Care Assistant (CCA)**<br>ECE II and ECE III certified early childhood educators.<br>Child care assistants (no certification required). | **Early Childhood Educator II or III (ECE):**<br>Start: $27,057 (Level 1)<br>Average: $30,453 (Level 5)<br>**Child Care Assistant (CCA):**<br>Start: $16,879 (Level 1)<br>Average: $18,997 (Level 5) | Daycares and preschools | All of Manitoba |
| 4215 | **Rehabilitation Teacher (Special Needs Teacher)**<br>Active recruitment. | Start: $24,000<br>Average: $39,000 | Elementary and High Schools | Northern Manitoba |

| NOC | Job Title<br>Specific Qualifications/Skills | Starting/Average Salary | Industry/Sector | Region |
|---|---|---|---|---|
| | **ARTS, CULTURE, RECREATION AND SPORT** | | | |
| 5125 | **Translator**<br>French/English translators experienced with a variety of technical and government documents.<br><br>Experienced translators for a variety of languages for provisional services. | Start: $35,000<br>Average: $45,000 | Government, Marketing, Publishing, Professional Translation Services | Winnipeg |
| | **SALES AND SERVICE** | | | |
| 6242 | **Cook**<br>Active Recruitment. | Start: $20,800<br>Average: $26,440 | Restaurants, Hotels | Southern Manitoba |
| 6261 | **Police Officer** | Start: $36,710<br>Average: $60,000 | RCMP, Cities, Municipalities | All of Manitoba |
| 6262 | **Firefighter**<br><br>Positions may be on a volunteer basis in rural areas. | Start: $30,000<br>Average: $56,000 | Cities, Municipalities | All of Manitoba |
| 6421 | **Retail Salesperson**<br>Active Recruitment in clothing, groceries and household products stores. | Start: $17,680<br>Average: $31,000 | Retail | All of Manitoba |
| 6453 | **Waiter/Waitress**<br>Active Recruitment. | Start: $17,680<br>Average: $22,000<br><br>*(Not including tips)* | Restaurants, Bars | All of Manitoba |
| 6462 | **Correctional Service Officer** | Start: $42,890<br>Average: $48,000 | Government | All of Manitoba |
| 6471 | **Visiting Homemaker** | Start: $20,680<br>Average: $26,100 | Home Health Care, Personal Services | All of Manitoba |
| 6621 | **Service Station Attendant**<br>Active recruitment. | Start: $16,760<br>Average: $19,550 | Service Stations | All of Manitoba |
| 6641 | **Kitchen Helper**<br>Active recruitment. | Start: $16,000<br>Average: $20,000 | Restaurants, Hotels | All of Manitoba |
| 6651 | **Security Guard**<br>Active recruitment. | Start: $18,210<br>Average: $27,660 | All Industries | All of Manitoba |

| NOC | Job Title<br>Specific Qualifications/Skills | Starting/Average Salary | Industry/Sector | Region |
|---|---|---|---|---|
| 6661 | **Light Duty Cleaner**<br>Active Recruitment. | Start: $16,000<br>Average: $20,000 | Hotels, Private Cleaning Services | Winnipeg and Southern Manitoba |
| **TRADES, TRANSPORT AND EQUIPMENT OPERATORS** | | | | |
| 7231 | **CNC and Traditional Machinist**<br>CNC and traditional machining skills. | Start: $26,000<br>Average: $36,000 | Aerospace, Machine Shops, Manufacturing | Winnipeg and Southern Manitoba |
| 7241 | **Construction Electrician**<br>Certified journeyperson electricians with supervision and training skills for northern communities. | Start: $31,200<br>Average: $48,400 | Construction, Building Maintenance, Mining | Northern Manitoba |
| 7242 | **Industrial Electrician** | Start: $29,200<br>Average: $55,600 | Manufacturing, Mining, Forestry | All of Manitoba |
| 7243 | **Power Electrician** | Start: $28,700<br>Average: 54,800 | Utilities | All of Manitoba |
| 7251 | **Plumber**<br>Certified journeyperson plumbers with supervision and training skills for northern communities. | Start: $30,700<br>Average: $45,240 | Construction, Building Maintenance, Film | All of Manitoba |
| 7252 | **Steamfitter-Pipefitter** | Start: $28,900<br>Average: $47,600 | Construction, Mining | All of Manitoba |
| 7253 | **Gas Fitter**<br>Domestic "B" and Commercial "A" Gas Fitters. | Start: $30,000<br>Average: $45,500 | Construction | All of Manitoba |
| 7264 | **Ironworker** | Start: $27,360<br>Average: $37,800 | Construction | Winnipeg |
| 7265 | **Welder**<br>Skilled and certified welders with TIG and MIG experience.<br>This includes production welders and specialty welders such as high pressure welders. | Start: $29,120<br>Average: $37,440 | Aerospace Manufacturing, Custom Manufacturing, Mining, Film | All of Manitoba |
| 7271 | **Carpenter** | Start: $26,000<br>Average: $37,440 | Construction, Mining, Film | All of Manitoba |
| 7281 | **Bricklayer** | Start: $24,700<br>Average: $33,300 | Construction | All of Manitoba |

| NOC | Job Title<br>Specific Qualifications/Skills | Starting/Average Salary | Industry/Sector | Region |
|---|---|---|---|---|
| 7311 | **Millwright / Industrial Mechanic** | Start: $34,800<br>Average: $47,070 | Manufacturing, Mining, Construction | All of Manitoba |
| 7312 | **Heavy-Duty Equipment Technician**<br>Experience in computerized diagnostic equipment.<br>Experience working on agricultural, forestry, construction and mining equipment. | Start: $30,350<br>Average: $39,600 | Forestry, Retail, Transportation, Construction, Agricultural Equipment, Mining | All of Manitoba |
| 7313 | **Commercial Refrigeration and Air Conditioning Mechanic** | Start: $27,040<br>Average: $46,800 | Building Maintenance, Construction | All of Manitoba |
| 7315 | **Gas Turbine Repair and Overhaul Technician** | Start: $25,000<br>Average: $41,200 | Aerospace | Winnipeg |
| 7321 | **Motor Vehicle Mechanic**<br>Experience in computerized diagnostic equipment. | Start: $20,800<br>Average: $35,000 | Car and Truck Service and Repair, Auto Retail, Film | All of Manitoba |
| 7321 | **Truck and Transport Mechanic/Transport Trailer Technician** | Start: $20,800<br>Average: $49,000 | Transportation | All of Manitoba |
| 7322 | **Motor Vehicle Body Repairer** | Start: $21,840<br>Average: $35,000 | Car and Truck Service and Repair, Auto Retail | All of Manitoba |
| 7351 | **Power Engineer**<br>Demand for 3rd and 4th Class but the highest demand is for 2nd Class. | Start: $31,200<br>Average: $47,800 | Government, Manufacturing, Forestry, Mining | All of Manitoba |
| 7371 | **Crane and Hoist Operator** | Start: $37,440<br>Average: $49,900 | Construction | Winnipeg |
| 7411 | **Tractor Trailer Driver - Long Haul International and Domestic**<br>Documentation and ability/approval to cross the U.S. border. | Start: $27,490<br>Average: $37,900<br>*(Wages may vary if mileage rates apply)* | Agriculture, Manufacturing, Transportation | All of Manitoba |

| NOC | Job Title<br>Specific Qualifications/Skills | Starting/Average Salary | Industry/Sector | Region |
|---|---|---|---|---|
| 7412 | **Bus Driver** | Start: $25,000<br>Average: $34,320 | Urban Transit Systems, Inter-City Transportation, School Divisions, School Bus Companies | Winnipeg, Brandon<br>School Bus Drivers - All of Manitoba |
| 7414 | **Delivery Driver**<br>Active recruitment. | Start: $20,800<br>Average: $29,120 | Construction, Manufacturing, Car and Truck Service and Repair, Restaurants | Winnipeg |
| 7421 | **Heavy Equipment Operator** | Start: $32,900<br>Average: $45,150 | Construction, Mining | Northern and Southern Manitoba |
| 7611 | **Construction Trades Helper and Labourer** | Start: $22,880<br>Average: $29,500 | Construction, Film | All of Manitoba |
| | **PRIMARY INDUSTRY** | | | |
| 8253 | **Pork Production Technician/Animal Health Technician**<br>Experience in hog specialties, such as farrowing. | Start: $22,860<br>Average: $32,000 | Agriculture | Southern Manitoba |
| 8411 | **Underground Mine Service and Support Worker** | Start: $34,840<br>Average: $48,000<br>*(Bonuses not included)* | Mining | Northern Manitoba |
| | **PROCESSING, MANUFACTURING AND UTILITIES** | | | |
| 9462 | **Industrial Butcher**<br>Knowledge of regulations covering production of various food products and safe production practices, and food safety knowledge (i.e. proper handling, HACCP systems, etc.) | Start: $22,880<br>Average: $27,700 | Food Processing | Winnipeg and Southern Manitoba |
| 9463 | **Fish Plant Labourer** | Start: $16,500<br>Average: $28,000<br>*(Starting wage increases quickly)* | Food Processing | Winnipeg and Southern Manitoba |

| NOC | Job Title<br>Specific Qualifications/Skills | Starting/Average Salary | Industry/Sector | Region |
|---|---|---|---|---|
| 9471 | **Printing Press Operator**<br>Knowledge of offset printing and flexography operation, small and large printing presses. Craftsmanship in graphical reproduction. | Start: $20,000<br>Average: $50,000 | Printing Industry | Winnipeg and Southern Manitoba |
| 9473 | **Binding and Finishing Operator**<br>Perfect Binder, stitcher, and folder operators. | Start: $30,000<br>Average: $45,000 | Printing Industry | Winnipeg and Southern Manitoba |
| 9513 | **CNC Operator** | Start: $22,880<br>Average: $27,560 | Aerospace, Manufacturing | All of Manitoba |
| 9617 | **Food and Beverage Processing Labourer**<br>Knowledge of regulations covering production of various food products and safe production practices, and food safety knowledge (i.e. proper handling, HACCP systems, etc.) | Start: $16,000<br>Average: $24,900 | Food Processing | All of Manitoba |
| 9619 | **Processing and Manufacturing Labourer**<br>Active recruitment. | Start: $16,500<br>Average: $29,400<br>*(Starting wage increases quickly)* | Manufacturing | Winnipeg and Southern Manitoba |

NOTE:

In most trades occupations, there is a higher demand for individuals who have been examined.and received journeyperson certificates or licenses in their trades (e.g., plumber, automobile mechanic, machinist, electrician).

# II. High Demand Skills in Manitoba

| Skills | Industry/Sector of Types of Jobs where skills are required most | Region of Manitoba where skills are most required |
|---|---|---|
| **I. Essential Skills** | | |
| **Reading Text**<br>Ability to read technical documents and manuals related to technical processes and protocols. | Manufacturing and Construction Industries for reading blueprints and plans; Customer Service Careers for assisting clients with complicated equipment and products. | All of Manitoba |
| **Use of Documents**<br>Ability to read and use information written in technical documents and manuals for a variety of technical processes and protocols. | Manufacturing and Construction Industries for reading blueprints and plans; Customer Service Careers for assisting clients with complicated equipment and products. | All of Manitoba |
| **Writing** - General<br>Ability to write, including non-paper-based writing (i.e. electronic forms, etc.), to transmit information clearly. | All Industries | All of Manitoba |
| **Writing** – Instructions, Procedures and Reports<br>Ability to write instructions, procedures and reports for a variety of technical processes and protocols. | Manufacturing and Construction Industries for reading blueprints and plans; Customer Service Careers for assisting clients with complicated equipment and products. | All of Manitoba |
| **Oral Communication** – Customer Service<br>Ability to communicate with customers/clients in satisfactorily meeting their service needs. | Retail and Wholesale Trade, Customer Contact, Manufacturing, Information Technology | All of Manitoba |
| **Oral Communication** – Listening, Speaking and Interacting<br>Ability to listen, speak and interact with others in order to transmit or receive information clearly. | All industries | All of Manitoba |
| **Oral Communication** - Telephone Communication<br>Ability to sell products and respond to customer needs cheerfully and professionally on the phone. | Customer Contact Centre Industry, Customer Service and Information Technology Support Careers | Winnipeg and Brandon |

| Skills | Industry/Sector of Types of Jobs where skills are required most | Region of Manitoba where skills are most required |
|---|---|---|
| **Thinking Skills** – Job Task Planning and Organizing<br><br>Ability to schedule and prioritize work for self and others and to use time efficiently. | All Industries | All of Manitoba |
| **Working with Others** - General<br><br>Ability to work with others for the purpose of problem-solving, innovation and process improvement. | All Industries | All of Manitoba |
| **Working with Others** - Negotiation and Conflict Resolution<br><br>Ability to handle difficult situations, clients and/or co-workers and work out reasonable solutions for all involved. | Management occupations and careers dealing with the public | All of Manitoba |
| **Computer Use** - General<br><br>Ability to use various computer applications and programs such as spreadsheets, databases, word-processing and various operating systems. Keyboarding skills. | The need for basic computer skills is becoming increasingly important in all careers | All of Manitoba |
| **Computer Use** – Internet Use<br><br>Ability to use the Internet for research and communication purposes. | Education and Research-based Careers, Government and the Customer Contact Industry. There is a growing demand for Internet skills in Sales and Purchasing careers. | All of Manitoba |
| **II. Technical Skills** | | |
| **Computer-Assisted Drafting Manufacturing (CAD/CAM)**<br><br>Ability to use computer applications in the design of products and in the set-up of tools to facilitate efficient production. | Manufacturing and Information Technology Careers | Winnipeg |

| Skills | Industry/Sector of Types of Jobs where skills are required most | Region of Manitoba where skills are most required |
|---|---|---|
| **Environmental Assessment**<br><br>Ability to conduct an environmental assessment using a number of inter-related skills including data interpretation, risk assessment and knowledge of hazardous waste handling. | Manufacturing, Mining, and Hydro Electric Industries as well as Government Careers | All of Manitoba |
| **Information Technology Project Management Skills**<br><br>Ability to co-ordinate projects, manage staff and budgets, and maintain project timelines combined with a strong Information Technology background. Make business cases, and be able to communicate them to management and clients. | Information Technology, Insurance and Manufacturing Industries | Primarily in Winnipeg but some need in rural Manitoba |
| **Inventory Management**<br><br>Ability to determine current and future needs for raw materials and semi-finished manufactured goods and to control availability through efficient purchasing policies and just-in-time delivery systems. | Manufacturing, Transportation and Storage, Wholesale and Retail Trade Careers | All of Manitoba |
| **Knowledge of Product Safety Regulations**<br><br>Knowledge of government regulations covering production and packaging of various food and pharmaceutical products, knowledge of safe laboratory practices, and handling of chemicals. | Food, Beverage and Health Care Products Manufacturing, Printing Industry | All of Manitoba |
| **Lean Manufacturing**<br><br>A strong understanding of Lean Manufacturing techniques and an ability to implement them in a variety of manufacturing settings as well as an ability to teach these techniques to management and production staff. | Manufacturing | Southern Manitoba |
| **Marketing and Export Development**<br>Ability to identify customer/client needs and relate them to products and services. An ability to find new sales opportunities in export markets. | Business Services, Customer Contact, Manufacturing | All of Manitoba |

| Skills | Industry/Sector of Types of Jobs where skills are required most | Region of Manitoba where skills are most required |
|---|---|---|
| **Small Business Management**<br><br>Ability to operate a small business, with skills ranging from financial management, staff supervision and bookkeeping to production management, sales and distribution. | Small business in all Industries | All of Manitoba |
| **Supervisory Skills**<br><br>Ability to assign and co-ordinate projects, and ensure that the work is done on time and to quality standards. These skills are especially valuable when combined with experience doing the work of those being supervised. | Manufacturing, Information Technology, Health Care Products, Hospitals, Tourism, and Construction Trades | All of Manitoba |
| **Workplace-Based Instructional Skills**<br><br>Ability to teach others through lecture or demonstration, using valid adult education instructional techniques. | All Industries | All of Manitoba |

# III. Aboriginal Communities

**The following are skills and occupations required particularly in Aboriginal communities on and off reserve:**

## Business Management Skills

- Accountant/Accounting Skills
- Band Management/Administrator (with negotiation and conflict resolution skills)
- Community and Economic Development Skills (including a cultural awareness component)
- Forestry Consultant
- Entrepreneurship Skills
- Housing Property Management
- Information, Communication Technology (ICT) skills
- Infrastructure Maintenance
- Lawyer (will and estate)
- Project Management
- Real Estate Agent
- Retail Management (Small Business)
- Retail Salesperson
- Surveyor (land claims and development)

## Health, Medical and Education Skills

- Adult Education Instructor
- Alcohol, Substance Abuse and Gambling Addictions Counsellor
- Clinical Support Staff for Doctors and Nurses
- Early Childhood Educator/Daycare Manager
- Elder Advisor
- Emergency Medical Responder
- General Practitioner and Traditional Healer (holding a medical degree, and apprenticing with an Elder or a practicing traditional healer).
- Health Care Manager
- Human Resource Officer
- Public Health Educator (especially with knowledge of Diabetes)
- Public Health Nurse
- Health Care Aide
- Social Worker (Family Violence Counsellor, Child Welfare Worker)
- Specialist Physician, Optometrist and Chiropractor
- Teacher (especially high school math and science, Aboriginal languages and reading clinicians)
- Teacher's Aide
- Trainer (forestry, accounting, technology, health and safety, housing, fire prevention, will/estate planning, childcare, health and welfare)

## Experienced/Certified Tradespersons

- Aircraft Mechanic
- Carpenter (Journeyperson)
- Civil Engineer
- Construction Labourer
- Cook
- Electrician
- Forestry Field Data Collector
- Heavy-Duty Equipment Mechanic
- Heavy-Equipment Operator
- Miner
- Motor Vehicle Mechanic
- Mould Remediation skills
- Plumber
- Prior Learning Assessment and Recognition Practitioner
- Sheet-Metal Worker
- Small Engine Repair (outboard motors, chain saws, snowmobiles)
- Truck Driver

## Self-Government

As First Nations communities move towards self-governance, the demand for knowledge and skills in this area will continue to grow. The following are skills and occupations that are either currently required or will be in the near future:

- Education Administrator/Director
- Firefighter (may be a volunteer position)
- Justice Worker (B.A. in Law, specialized)
- Lawyer
- Political Science and Leadership skills (B.A., certificates)
- Project Manager and Proposal Writer (accessing and managing funding dollars)
- Treaty/Land Claim Settlement Specialist

# Appendix

## National Occupational Classification (NOC) Coding System

One of the features of the NOC is its system of codes. The first two digits of each code relate to the skill type and skill level category, as follows:

- For all *non-management* occupations, the first digit of each code identifies one of the nine skill type categories while the second digit of each code identifies one of four skill level categories.
- For *management* occupations, the first digit is **0** and the second digit represents the skill type categories, from **1** to **9**, as above.

| **When the first digit is...** | **...the Skill Type Category is** |
|---|---|
| 1 | Business, Finance and Administrative Occupations |
| 2 | Natural and Applied Sciences and Related Occupations |
| 3 | Health Occupations |
| 4 | Occupations in Social Science, Education, Government Service and Religion |
| 5 | Occupations in Art, Culture, Recreation and Sport |
| 6 | Sales and Service Occupations |
| 7 | Trades, Transport and Equipment Operators and Related Occupations |
| 8 | Occupations Unique to Primary Industry |
| 9 | Occupations Unique to Processing, Manufacturing and Utilities |
| 0 | Occupations are in Management and the second digit (1 - 9) refers to the Skill Type Category, as listed above |
| **When the first digit is not 0 and the second digit is...** | **...the Skill Type Category is** |
| 1 | Skill Level A (Professional Occupations) |
| 2 or 3 | Skill Level B (Technical, Paraprofessional and Skilled Occupations) |
| 4 or 5 | Skill Level C (Intermediate Occupations) |
| 6 | Skill Level D (Labouring and Elemental Occupations) |

# NOC Skill Level Criteria

| Skill Level | Education/Training | Other |
|---|---|---|
| Skill Level A | University degree (Bachelor's, Master's or Post-graduate) | |
| Skill Level B | Two to three years of post-secondary education at a community college, institute of technology or CEGEP<br><br>Two to four years of apprenticeship training<br><br>Three to four years of secondary school and more than two years of on-the-job training, training courses or specific work experience | Occupations with supervisory responsibilities are assigned to skill level B.<br><br>Occupations with significant health and safety responsibilities (e.g., firefighters, police officers and registered nursing assistants) are assigned to skill level B. |
| Skill Level C | One to four years of secondary school education<br><br>Up to two years of on-the-job training, training courses or specific work experience | |
| Skill Level D | Up to two years of secondary school and short work demonstration or on-the-job training | |

More detailed information on the NOC system is available in the National Occupational Classification - Occupational Description
Human Resources and Social Development Canada
Catalogue No. MP53-25-2001E
www.hrsdc.gc.ca/noc